Project Artaud

499 Alabama Street, San Francisco, CA 94110 • www.projectartaud.org
Phone 415.621.4240

Project Artaud Board of Directors Meeting
Date: Tuesday, August 12th, Time: 7pm- 7:50pm

Present: 10 Voting BOD Members

Sue Sullivan, President
Julie Phelps, Vice President
Sally Jo Fifer: Treasurer
Sandia Sexton, Secretary
David Fought, AR Wing Rep
Jennifer Taylor, Left Wing Rep
Rumi Koshino, Torque Wing Rep
Sarah Hotchkiss, Wing Nut Rep
Benjy Young, Antonin Wing Rep
Todd Hanson, Froggies Wing Rep
Jonah Roll, X-Wing Rep
Jan Simon, Head of RCP Committee

Wing Attendance for the 6-month period from 2/4/25 through 8/12/25

Antonin**:** No meetings missed
AR Wing: No meetings missed
Froggies: No meetings missed
Left Wing: No meetings missed
Torque: No meetings missed
Wing Nut: No meetings missed
X-Wing: 1 meeting missed (7/1)

As per "Wing Participation and Governance. Amendment to the House Rules, Article V, Section 4, Wing Responsibilities, Subsection E: If a Wing fails to send a Wing Representative to Project Artaud Board of Directors meetings for more than 4 (four) times within a consecutive 6-month period, then:
-PAC revokes the privilege of the Wing to conduct and participate in any space transfers which may occur on that Wing for a period of no less than one year commencing from the date of the 4th meeting missed;
- The privilege to conduct space transfers reverts back to the Wing one year after consistent Wing representation has occurred;
-The Wing forfeits any and all veto privileges;
-When a studio transfer occurs in a wing with revoked privileges, the PAC board will appoint a studio transfer committee composed of a member from each PAC wing, except from the wing with revoked privileges, to conduct the studio transfer.

Affirm group agreements for the BOD meeting
1. One Voice, One Mic: Raise your hand
2. Modified Stack: “Step Up, Step Down” (if any individual has spoken several times they'll go to the bottom of the stack until others have spoken to the issue)
3. Keep it respectful: “Don’t yuk my yum.”
4. Conserve energy for the whole group—those who are rambling or repeating themselves will receive a one-minute signal from the facilitator. Please be mindful of W.A.I.T (in other words, ask yourself: Why Am I Talking?)

Motions:

Motion #1: Project Artaud board of directors authorizes adding Sally Fifer, Treasurer as a signer on our Bank of America 12 month Flexible CD GL#1078 and the Project Artaud board of directors authorizes the following members as signers on our Bank of America checking accounts GL#1020 and GL#1025:

1. Sally Fifer, Treasurer
2. John Sullivan, Member
3. Sam Sullivan, Member
4. Lois Martin, Member
5. Allan Kessler, Member

Motion Made by Sally, Seconded by Rumi
Unanimous vote in favor, Motion Passed

Motion #2: The Project Artaud Board of Directors approves Alchemical Rhetoric wing’s decision of accepting Francisco Javier Jimenez Del Real as a space holder member of Project Artaud for Space #317. We approve Membership pending the clearing of payment.

Motion Made by Jonah Roll, Seconded by Sandia Sexton
Unanimous vote in favor, Motion Passed

Facilities Reports:

*A Big *thank you shout out* to Benjy Young and David Fought for your impeccable work on clearing the parking lot and hallway for the Flyaway Youth Production amidst all of the overflow items from the construction happening with the big rcp and boiler room projects. From Alabama street to the hallway there was safe and welcoming space to dance and perform. It looked great!*

Better Earth AFC Report 8/6/25

Space Heating Boiler:
Contractor is visiting site tomorrow, 8/7/2025 to perform system modifications in two units.

Smoke Detector Install, Round Two:
New ten year smoke detectors were installed previously. Next round is to confirm that each member's space has the proper quantity and placement of smoke detectors to meet current requirements. Members will be contacted by facilities for individual space review, and work needed if any.

ADA Gate Paddle Opener, Alabama St.:
The ADA push paddle gate opener on Alabama St. is functioning but depleting its batteries every couple of weeks. May be a short or corrosion. We will investigate further.

Fire Sprinkler System:
Was drained to perform minor repairs.

Water Usage:
Seems to be high again. Facilities will investigate.

Door King Access Codes:
Members have requested codes.
Any member can have a four digit access code for building entry. To request an access code please email facilities@projectartaud.org

Safety Tours:
Facility staff are going to begin providing routine safety and shut off tours for anyone who is interested. Gas shut off, water shut off, flood closet, etc. These will take place every other Friday, if members request from facilities or the office. Time TBD.

AFC Admin Report 8-11-25

2026 Budget
Facilities will be working on our 2026 budget with the aim of getting the information to the Finance Committee by the end of September.

Drain Line in Center Parking Lot
Magic Plumbing will be replacing a section of deteriorated drain in the Center Lot. Membership will be notified when the work is scheduled.

Sprinkler Work
Station 1 was here on 8/5 to remove blue tape from the sprinkler heads in #317.

Fire Alarm
The Water Flow Switch associated with the sprinkler system/fire alarm is corroded and needs to be replaced. Station 1 and Trojan will be here on 8/13 to do the work.

!! Dumping of Big Items in the Hallway !!
We have an ongoing problem with members dumping large items and furniture in the hallways. If you are getting rid of stuff from your studio you need to arrange a pick up from Recology. Do not leave stuff in the hall. Here is the info on the service Recology offers:

Residential Bulky Item Recycling (Curbside)
Residential customers in a multi-family building (6 units or more) are eligible to receive one no-charge curbside collection. Once you've scheduled your pickup, please place your items next to the curb in front of your residence (take care not to block the sidewalk) and attach a sign that reads "RECOLOGY". You may leave up to 10 items per collection appointment.

Call customer service at 415.330.1300 or email us at customerservice@recologysf.com by 12 PM the business day prior to your schedule pick up.

No Garbage in Common Area Bathroom Bins
The bins in the common area bathrooms should be used for paper towels and toilet paper only.

Boiler Room Project
The shelving project in the boiler room has been completed.

Window Repairs
Everest will be on site on 8/13 to survey the conditions of the windows in #333 and #305.

Solar Hot Water System
Occidental was here to perform a routine inspection of the hot water solar system. They will need to return to refresh the glycol, and replace an air vent sensor that has failed.

PV System
Sunwork was here to perform a routine inspection of the PV panels and system. They found that electrical connections on nine panels need to be replaced.

Emergency Call List
Facilities will be updating our Emergency Call List. All members who volunteer to be on the list will be trained in our critical systems.

Street Trees
Friends of the Urban Forest was here on 8/6 to assess our request for trees. The two wells in front of the office are possible locations. They will send info and viable options for specific trees.

Treasurer's Report: 8-12-25

Treasurer has been meeting with John and Kiki for orientation and passing of the baton on projects underway.

BOARD APPROVALS FOR 8-12-25

Motion to update signatures on BofA accounts.

BACKGROUND: 2025 BofA signature card update:
Steps:

1. Board motion to recognized signers on account
2. Letter to BofA indicating who is a signer for each BofA account is prepared and emailed the BofA relationship manager
3. The BofA relationship manager will pre-fill the necessary documents to update the signature card and mail the package to Project Artaud
4. All signers will need to come to the Project Artaud office with 2 pieces ID on the same day with a mobile notary to sign the documents
5. The signed documents are returned by mail to BofA.

Board Motion draft for 8/12/2025 board meeting:

Project Artaud board of directors authorizes adding Sally Fifer, Treasurer as a signer on our Bank of America 12 month Flexible CD GL#1078 and the Project Artaud board of directors authorizes the following members as signers on our Bank of America checking accounts GL#1020 and GL#1025:

6. **Sally Fifer, Treasurer**
7. **John Sullivan, Member**
8. **Sam Sullivan, Member**
9. **Lois Martin, Member**
10. **Allan Kessler, Member**

ONGOING ACTIVITIES

Treasurer's Orientation with Kiki and John
Research for additional bookkeeping support
Research for additional Lawyer
Creation of an Employee Handbook through Cal Nonprofits as recommended by Shining Star
Bank Deposits at BofA
Signing Timesheets
Member complaint to the City on Utility Bill/individual meter

UPCOMING ACTIVITIES

Meeting with Shining Star
Taxes
Budgets
System Review

BOARD TOPICS:

Emergency response team data base is a work in progress, Brad is going to have a meeting with those currently on the list to clarify protocol and contacting needs. Julie, Todd, Lizzie, Andy and Teddy

Planning for fall elections,

Ballot COUNT is Monday, Dec. 15
Ballot ratified by Board at Board Meeting of Tuesday, Dec. 16
First Board meeting of 2026 is January 6, installing new officers (Pres & VP)

Committee Reports:

Space 124:

Nothing to report this week

Arts Committee:

Met Aug 8th to set preliminary date to participate in Open Studios.

Aug 25th is the deadline to get your participation photo in to Jan, with a reminder that If you want to participate, get your "ArtSpan" membership updated and pay registration fee to participate.
Let the arts committee know of any guest artists you would like to participate.

**Arts committee is looking into possible funding to explore putting a mural onto the rain water catchment tank.

**The Secondary meeting to participate is on Sept 8th to wrap up details.

RCP Report:

RCP Report
Zoom Meeting Minutes - August 11, 2025
Jan Simon, Chair
6:03 - 6:24 pm
Present: Jan, Liz, Susan, John, Amy R., Michael Rauner, David L., Brad, Kiki, Aja (Joe Goode)

Rain garden construction in the north lot
Construction is scheduled to start the week of August 18 and continue through October. Here's the schedule (subject to change):

- Demolition / Excavation / Hauling Weeks of 8/18, 8/25 and 9/1
- Concrete Forming / Pouring Weeks of 9/1 and 9/8
- Plumbing Week of 9/15
- Concrete Patch Week of 9/22
- Soils / Gravel Installation Week of 9/29
- Landscaping Weeks of 10/6, 10/13, 10/20
- Cleanup Weeks of 10/13 and 10/20

The construction will occur in specific locations sequentially. First, the raingarden by the vehicle gate will be demoed and excavated and the debris cleared. This is estimated to take 5 - 10 working days. Then the raingardens by Joe Goode will be demoed and excavated and the debris cleared. This is estimated to take 5 working days. Then the concrete pavement along the Alabama Street fence will demoed and the debris cleared. This is estimated to take 5 working days.

North lot parking / access
There will be traffic flow changes around Jackhammer Park as the work progresses from area to area. They will be several weeks in duration total. We will keep members informed.
(There will be parking dislocation adjacent to the rain gardens for August and into September.)

For phase 1, the rain garden inside the vehicle gate adjacent to 17th Street, at least the two spots adjacent to the eastern end of the raingarden will need to relocate their vehicles and any belongings stored there during construction. That's Tommy's and possibly Meklit's spots. (Brian has already moved his car and removed items he wants to keep.)
(**See "Phase 1 Traffic Flow Changes" graphic**)

For phase 2, the raingardens by Joe Goode's space, at least one of the two spots adjacent to the eastern end of the raingarden will need to relocate during construction. That's Marc's. Marc's car has already been relocated. Additional spots may be relocated as needed (maybe Lois'?).
(See "Phase 2 Traffic Flow Changes" graphic)

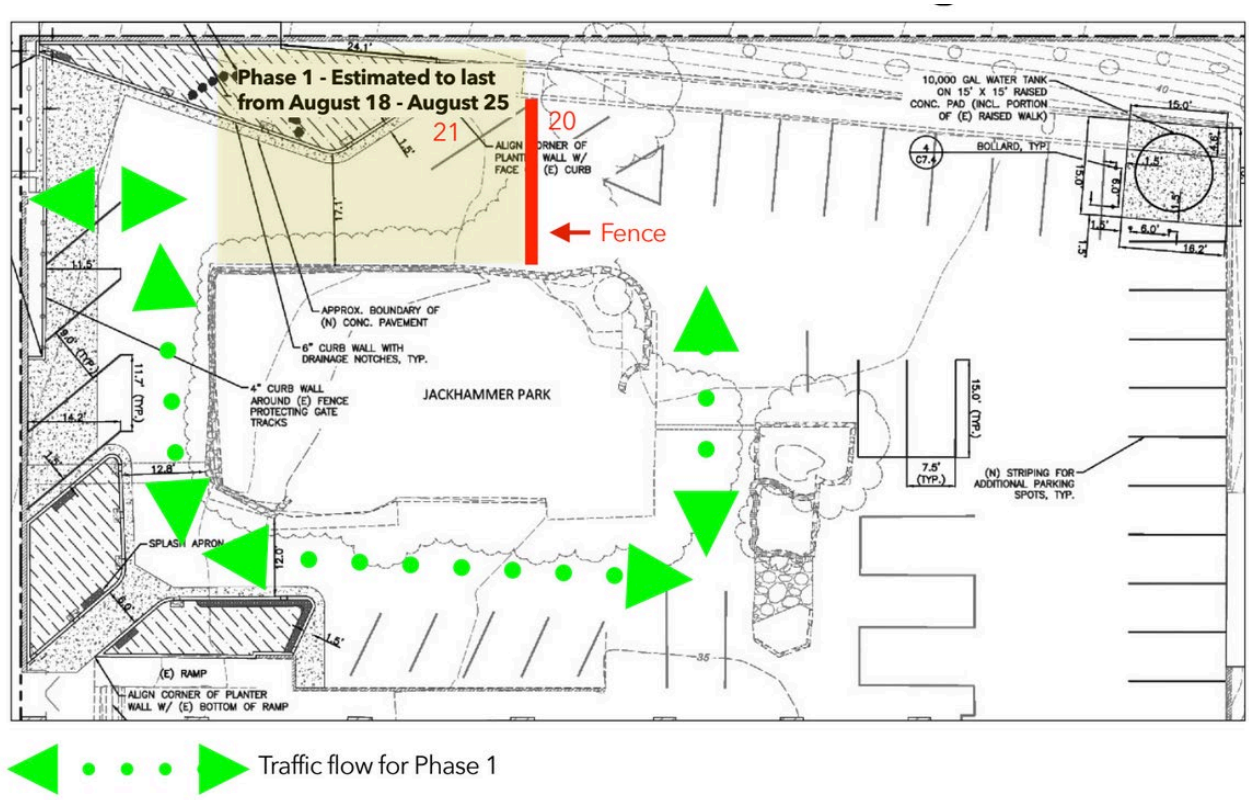
For the cistern plumbing work, parking along the Florida Street side could be affected. Details are to be determined.

Signage and mural co-benefits
Public signage (required): John and Amy are spearheading this effort, working with Rob. They propose a bronze plaque outside the 401 gate on Alabama Street with text and imagery, plus another sign of recycled plastic perhaps on the vehicle gate side panel (not on the fence). These need to be completed by the October deadline.
Mural: We will put a call out to members for a mural for the tank with RCP info content. This is not required by the October deadline. We will let that take its own time and pay for it through Artaud's Arts Committee mural budget. The mural should be simple and bold to be visible through the gate, and capture the rainwater catchment feeling.

Plants: Amy joined David for a visit to his friend Susan's organic farm, Bees 'n' Blooms, in Santa Rosa to determine how many of her bee-friendly, pesticide-free plants would fit our raingarden requirements. They will work with landscape architect Liz Richmond to determine whether and how much Bees 'n' Blooms can be a source of plants.

Outreach to surrounding neighbors about construction noise:
RCP will reach out to neighbors on Alabama Street, 17th Street and Florida Street about the construction noise anticipated.
(See "Project Artaud Green Infrastructure Construction Starting Monday, August 18" graphic)

NORTH LOT CONSTRUCTION: Phase 1, Traffic flow Changes
Phase 1 - Estimated to last from August 18 - August 25

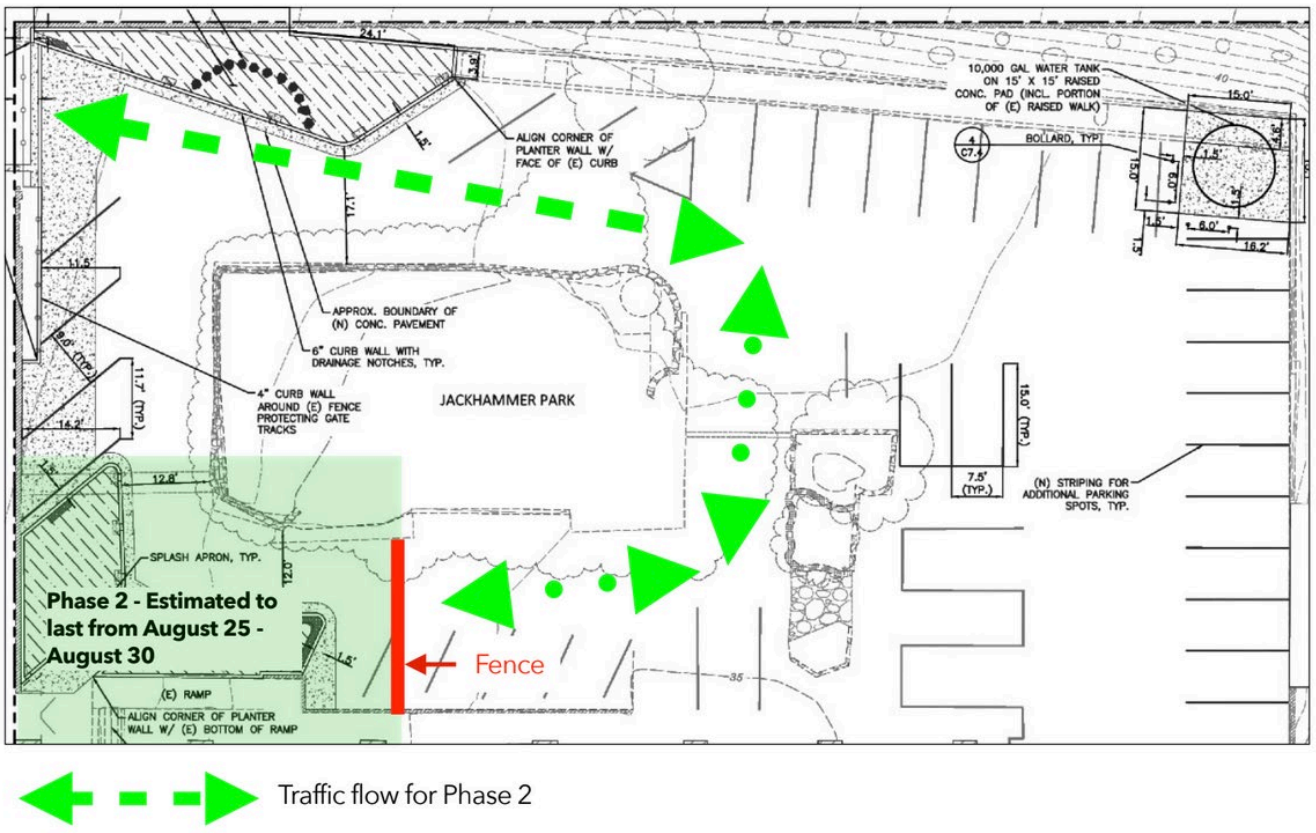

Phase 1 - Estimated to last from August 18 - August 25
21
20
Fence
10,000 GAL WATER TANK ON 15' X 15' RAISED CONC. PAD (INCL. PORTION OF (E) RAISED WALK)
BOLLARD, TYP.
APPROX. BOUNDARY OF (N) CONC. PAVEMENT
6" CURB WALL WITH DRAINAGE NOTCHES, TYP.
4" CURB WALL AROUND (E) FENCE PROTECTING GATE TRACKS
JACKHAMMER PARK
(N) STRIPING FOR ADDITIONAL PARKING SPOTS, TYP.
SPLASH APRON
(E) RAMP
ALIGN CORNER OF PLANTER WALL W/ (E) BOTTOM OF RAMP
Traffic flow for Phase 1

Phase 1 pavement demolition for the rain gardens is scheduled to start on August 18th.
The construction will occur in specific locations sequentially. First, the one big rain garden by the vehicle gate will
be demoed and excavated and the debris cleared. This is estimated to take 5 - 10 working days. Parking spots 20
and 21, Meklit and Tommy respectively, will be impacted.
The traffic flow pattern within the lot will need to shift to the path indicated by the green arrows during this phase.
Then in Phase 2 the two smaller rain gardens by Joe Goode will be demoed and excavated and the debris
cleared. This is estimated to take 5 working days.
Then in Phase 3 the concrete pavement along the Alabama Street fence will be demoed and the debris cleared.
This is estimated to take 5 working days.

North lot parking / access
There will be traffic flow changes around Jackhammer Park as the work progresses from area to area. This will be
for several weeks total. We will keep members informed.
Email, call or text Jan with any questions or concerns.
415-309-3459 JanS31415@gmail.com

<u>Users of the north lot can expect temporary inconvenience, disruption and noise during construction.</u>

NORTH LOT CONSTRUCTION: Phase 2, Traffic Flow Changes
Phase 2 pavement demolition for the rain gardens is scheduled to start on August 27th.


10,000 GAL WATER TANK ON 15' X 15' RAISED CONC. PAD (INCL. PORTION OF (E) RAISED WALK)
BOLLARD, TYP.
ALIGN CORNER OF PLANTER WALL W/ FACE OF (E) CURB
APPROX. BOUNDARY OF (N) CONC. PAVEMENT
6" CURB WALL WITH DRAINAGE NOTCHES, TYP.
4" CURB WALL AROUND (E) FENCE PROTECTING GATE TRACKS
JACKHAMMER PARK
(N) STRIPING FOR ADDITIONAL PARKING SPOTS, TYP.
SPLASH APRON, TYP.
Phase 2 - Estimated to last from August 25 - August 30
Fence
(E) RAMP
ALIGN CORNER OF PLANTER WALL W/ (E) BOTTOM OF RAMP
Traffic flow for Phase 2

Phase 2 pavement demolition for the rain gardens is scheduled to start on August 27th.
The rain gardens by Joe Goode will be demoed and excavated and the debris cleared. This is estimated
to take 5 working days.
Then the concrete pavement along the Alabama Street fence will be demoed and the debris cleared. This
is estimated to take 5 working days.

North lot parking / access
There will be traffic flow changes around Jackhammer Park as the work progresses from area to area. This
will be for several weeks total. We will keep members informed.

Email, call or text Jan with any questions or concerns.
415-309-3459
JanS31415@gmail.com

Green Infrastructure, Construction starting Monday Aug 18th

Almost all of the construction will occur behind the gate and the two murals.

Pavement demolition inside the Project Artaud parking lot at 17th and Alabama Street for our new rainwater catchment project is scheduled to start on August 18th.

The project will use a cistern to capture roof rainwater, and rain gardens in the parking lot to capture rain run-off. This will help prevent overwhelming the San Francisco sewer system during major storms.
The working hours are weekdays 8 am to 5 pm. All construction except for one sidewalk trench between the vehicle gate and the Alabama Street curb will occur inside the Project Artaud parking lot.
The first couple of weeks will be the noisiest. There will be concrete demolition noise, dust and construction vehicles arriving and departing weekdays from the parking lot through the first week of September.

Next RCP meeting:
Monday, August 25, at 6 pm on Zoom.
As always, reminders with the Zoom link will be provided to everyone via flyers and email.
Zoom Meeting Link
https://us02web.zoom.us/j/82326996998?pwd=wfi2aaHu1bjf3vaTUs2HVZ0alz5e16.1
Meeting ID: 823 2699 6998 Passcode: 528216

Garden Committee Report:

Wing Reports

David Fought, **AR Wing** Rep: Nothing new to report
Jennifer Taylor , **Left Wing** Rep: Nothing new to report
Rumi Koshino**, Torque Wing** Rep: Nothing new to report
Sarah Hotchkiss, **Wing Nut** Rep: Reviewing 40 applications for a new member for space #108
Benjy Young, **Antonin Wing** Rep: Geralyn's electricity cost has gone up significantly and is thought to possibly be due to an old breaker that has been accidentally turned on. This issue is under investigation.
Todd Hanson**, Froggies Wing** Rep: Nothing new to report
Jonah Roll, **X-Wing** Rep: Looking for a new wing rep, and encouraging participation from a member of the wing that has not yet participated. Also, Racoon has not come back lately.

Action Items and Carry-over topics

Updating our own contact information re: emergency response personnel, Brad is currently working this out

NEXT MEETINGS

BOD Meeting: Tuesday, August 26th at 7:00 PM, Zoom. Request Zoom link from your wing rep.
Facilities Committee: Wednesday, Aug 20th at 4:15 PM, (always the Wednesday before BOD meeting) Zoom. Request link from VP
Rainwater Catchment Project Committee: Monday, August 25th, at 6 pm on Zoom. As always, reminders with the Zoom link will be provided to everyone via flyers and email.
Finance Committee: TBD, Zoom. Request link from Treasure
Space 124 Committee: TBD
Arts Committee: September 8th
Garden Committee: TBD
Human Resource Committee: TBD, Zoom. Request link from HR Chair.
Well-Being Committee: TBD

COMMITTEE CHAIR CONTACTS
Facilities Committee: Julie Phelps, vpprojectartaud@gmail.com
Finance Committee: John Sullivan, artaudtreasurer@gmail.com
RCP Committee: Jan Simon, jans31415@gmail.com
Human Resource Committee: co chairs Sally Fifer, sally.fifer@itvs.org, and Lois Martin lois499@sonic.net
Space 124 Committee: Lizzy Spicuzza, lspicuzza@earthlink.net
Well-Being Committee: Michael Rauner, michael@michaelrauner.com
Garden Committee: Michael Rauner, michael@michaelrauner.com
Arts Committee, Jonah Roll, jonahsart@gmail.com

Artaud Facilities Committee

8 August 2025

4:15-5:15 pm

Join Zoom Meeting:

https://us02web.zoom.us/j/87589990390?pwd=aHY2WDJFalBGZjF6YUZvaUs4Z3hLQT09

AGENDA:

- ➢ Attendance
- ➢ Brad's Report
- ➢ Andy's Report
- ➢ Yugen Bathroom
- ➢ Tool shed rebuild

Open Projects:

1. Yugen Bathroom // Wing Nut Bathroom
    a. Idea of renovation this space as part of getting it back operational >> abandon the existing toilets, remove showers + relocate 2 new toilets & do new stalls. Cap off old toilet drains)
    b. ACTION: Brad to reach out to Tony to get a quote on doing drawings for redoing the bathroom and get professional advice on ADA upgrades/issues
2. Budget
    a. Need to get draft to the BoD by Sept, general lump sum of $75k for repair/maintenance approach
        i. Actuals thru June 2025 $39k + ~approx $15k
3. Solar panels
    a. There are 9 connections that need to be replaced
        i. ACTION: Sunworks is order replacement etc, this is all covered by on contract with them, no extra charge

    b. Occidental (domestic hot water panels) came out and found that they need to replace the glycol, air vent and sensor = $3950
4. Sprinklers
    a. Some work happened on Wednesday, while they were here they noticed a small leak on water flow switch (box near the riser)
        i. ACTION: Station 1 will come back next week of 8/11 to fix this leak this will cost $1400
5. Emergency call list
    a. Add a specifics of non-common space emergency contact e.g., when the office needs to accessed
        i. ACTION: Brad call a meeting off all people on the current list plus invite Julie + Todd + Lizzy + Andy + Teddy + Javier, David, Sam
6. SFPUC Notice
    a. 13 gallons per hour variance >>points to some kind of systematic use also a spike in night time use; we've checked all common plumbing for leaks (nothing found) and put out a notice all members to check for leaks (not news)
7. Public restroom on 1st floor
    a. Getting impacted by increased use, notably 4th of July
        i. ACTION: Brad will print and post sign 'no household trash' ; Brad will also memo all membership about taking responsibilities for their own trash/recycling + check bathrooms
8. Station 1
    a. There is sprinkler heads (5) need blue tape removal - Station 1 quoted us $1k
        i. Brad will forward info to Julie to coordinate
            1. DONE, was only $500 in the end
9. Blue spot updates
    a. Bikes may be obstructing pathway
    b. Painting of symbols needs to still happen
        i. UPDATE: Todd has a solution that should resolve this - to chop the bike rack in half turn it so the make the path
        ii. ACTION: Julie will move large rack to next to cistern
10. Drain Research
    a. Magic will come out ideally 6/18 to investigate all 'lateral' drains with camera to prevent future floods -
        i. UPDATE: there are some areas that are quiet corroded that will need excavated, this will impact 2 spots for 1 day
        ii. UPDATE: There is also a crack under the Yugen bathroom that they need to repair by going in through the floor

1. ACTION: Brad getting cost estimate and then will need to schedule these are two jobs??
    a. UPDATE: We have a quote from Magic for the excavation and repair of drain line in the center lot for $4449; they will come out tomorrow 8/7 to do quote for repair in Wing Nut bathroom (repair pipe under floor)

11. Security Cameras
    a. Add some inside/only by doors?
12. Sump pump in Z Below dressing room has a wifi alarm issue, Andy is working on this
13. Evacuation Chair
    a. Looking to add a chair to get folks in and out in case the elevator is out of order and in the case of an emergency. Jenya has volunteered to spearhead the research on options and making proposals to the Facilities Committee. This is bringing up larger concerns about emergency evacuation plans. Andy brings up the issue that an electric evacuation chair will not really solve this, and suggests a buddy system.
    b. ACTION: Jenya to research options and bring back to AFC; Julie bring suggestion to BOD to work with Wing Rep to make wing specific evac plans; Andy to arrange NERT training
14. Wing Nut Flood
    a. UPDATE: discovery work in the terracotta wall from inside bathroom did not yield any finding; we are exploring further options to find a way to find where the leak is coming from
    b. ACTION: Julie continue to follow up re: exploratory work from inside space #110
15. Ponding at 499
16. Radiator Pipe: ‘the drip’ noise disturbance is getting worse
    a. ACTON: Brad will write up a work request for Robert to hacksaw a small space to allow room for thermal expansion
17. Fire Alarm Call List
    a. ACTION: to convene a group and determine best approach for who can serve as the POC for the monitoring company; also need to work with Z Below on who covers cost for false alarms
18. Z Below Fire upgrades
    a. UPDATE: Trojan rep came through to look at the detector in the ducts in Z Below; there is an easy fix for this we will press go and figure out if we of Z Below will pay for this

i. UPDATE: Trojan replaced the duct detectors, but now we've discovered an HVAC issue for fire safety
    1. ACTION: Brad is working with Lance on this
        a. UPDATE: Trojan has replaced the duct detectors, but we've now discovered that the duct fire flaps don't close when there is an alarm, Z Space is working with Bay Mechanical on this

19. Elevator
    a. ACTION: Brad will post the intercept number on the elevator as a back to to the back up battery - ppl can just callow ith their cell
20. Radiators
    a. Various heat issues
        i. INFO: Morgan space is better but still not working well, the line is difficult to flush we need to get access to Geralyn's space or under Carrie's bathroom platform
            1. UPDATE: Bay side mechanical is came out- they added a new outlet but got minimal flow, so it is possible there is a significant obstruction
            2. ACTION: Next step is to take out a section 2in pipe w/spigot between the sections of radiator to narrow in on where the problem is - Bayside was scheduled 8/7
21. New windows in #333 (Todd) are leaking and #305 (Bruce)
    a. Brad has already contacted Everest about this
        i. ACTION: This work is pushed until rain has stopped, it's possible this work can be down under warranty
            1. UPDATE: Coming next 8/13 to look at remedying these windows
22. EV Chargers
    a. ACTION: Innovator Electric coming on 10/28 to give quote on adding a 200 amp panel outside #125 the then a straight shot to the handicap and guest spots
        i. UPDATES: Momentum Electric is giving us a few quotes; still waiting on this quote 1/22/25 tho Brad did follow up
        ii. UPDATE: Sarah needs to install a meter in the meantime
23. Asbestos Doors
    a. ACTION: Needs removed; they are currently in Pg&E room!
24. Hot Water/rumbling in the pipes in Torque + WingNut
    a. ACTION: Andy will check out recent 2/19/25 issues on Friday 2/21/25
    b. ACTION: Rumbling

i. ACTION: Marc will document times of day that the rumbling is happening
ii. UPDATE: It recommend that we add an expansion tank, this will cost about $800; Marc reports that the pounding has dissipate quite a bit so many we can ***back burner this***; Froggies shower, Rumi, Suzzanne still having hot water issues
1. ACTION: 3/19/25 Andy will grab Alex to see if we can get him to hear the sound

25. Street Trees / Sidewalk repairs
    a. Brad put out name in the hat for a mission street tree planting administered by the City
        i. UPDATES: Trees are permitted; but regardless City takes care of all Street trees so they will send out someone to come out to scope the job - Andy is leading this
            1. UPDATE: Friends of the Urban Forest came out to look at our empty street wells 8/5/25
                a. ACTION: Brad will send options to Garden Cmt
26. RCP
    a. Water Distribution Plan
        i. There is currently no pump in the plan >> how will water be distributed to Jackhammer and trees on Alabama St for watering?
            1. This pump ($229) was proposed as a possible option: https://www.acehardware.com/departments/plumbing/pumps-and-pump-parts/utility-pumps/4014410?store=08323
            2. We will continue to model the gravity system to determine if it is sufficient
            3. Perhaps we have two spigots, one for gravity and one with pump?
            4. How to calculate cistern water pressure (cistern is 12 feet across)
            5. NOTE: even with pump the cistern cannot be tied into existing sprinkler system as you cannot mix potable and non-potable water
    b. Shed relocation
        i. Group agrees that the shed can be shrunk, but valuable things will need to be relocated or eliminated (soil; trash cans and tools for works days)
            1. INFO:
                a. FC storage shed needs electricity and existing FC storage shed:

i. 10’ wide x 8’ deep = 80 sq ft (plus many useful trashcans behind shed)
1. 4x6ft is the current estimate 7/23/25

2. ACTION: Michael to do initials sketches; Jan to pass initial notice to Loptus about Cistern option
    a. UPDATES: The cistern is swatter than ideal, so it is not seemingly ideal/possible to move all storage around the cistern
        i. There is some usable space on the west side of the cistern
        ii. Also the postage post area space by 124
        iii. Area by the stairs near Florida stairs

27. Security Camera
    a. Can we add a motion sensor light by bikes? Or add switches to or timer to existing lights
        i. UPDATE: 5 outdoor cameras have water intrusion, the company will replace these; new camera have been added while we wait for replacements; hard drive has been purchased so we can hold more back-up footage
        ii. ACTION: Andy will look into raise some camera up higher on the walls where possible; will look into cameras by shed as per Javier request
28. Shell Project - Open concerns: Spalling on theater wall; Ken Coopers leak from roof/facade, possibly spalling; Sara’s window has not been fixed; Spalling above office door/Laurie Anderson’s space
29. Slop Sink Repairs
    a. New faucet for 3rd floor center staircase bathroom slop sink
30. Additional recirc pumps in hallways - Froggie’s + Torque
    a. Impeller estimated at $210+ tax
    b. Updates: Parts are in, but Froggies is currently working so we’re waiting to install;
    c. ACTION: Andy will look into Torque, Wing Nut and central pump on boiler room
        i. UPDATE: Andy will do a walk with Judy to do a walk thru to identify outdated lines that aren’t the recirc system
        ii. UPDATE: Andy will replace the interior component of a recirc pump to see if we can fix the Froggie's showers?? Andy will follow up with Rickey about what issues are
31. Misc. Leaks

a. There is a leak in bathroom by the library pipe outside of Z Space is leaking, very high up.
    i. UPDATE: Window has been removed but we need to remove another so we do not need the lift (a lift will not work so this is needed) to reach the leak;
        1. ACTION: Andy to follow up with Magic to get us a quote
            a. UPDATE: we have a quote for just shy of $3k for this 1/22/25 for Magic to reroute a roof drain to go out the window to drain onto the roof
                i. UPDATE: This leak was bad during the recent storm; but this repair is otherwise on hold until RCP project
b. Leak at tops of windows in #202 >>Worsening Leak affecting Rumi, Mitzie, Sara M and Suzanne
    i. ACTION: Andy will look at this; Brad to include in his notes that any in the Mariposa St side to send notes to Brad about visible water encroachments
    ii. UPDATES: Sara M has a report that there is mold in the space
        1. ACTION: Julie to review reports, collate and pass on to Brad and Andy; communicate to Sara that we can work on fixing the wall/windows, but unlikely to be able to help with the mold
c. New leak in Lizzy's bathroom - not sure where the shut off is for this
    i. ACTION: Andy and Rusty to look into this

32. Installing pallet racks in the boiler room to provide storage for 124 and create lid for pit in boiler room to increase safety
    a. UPDATE: Work is now slated to begin on Monday July 14th. 1 out of 5 stanchions has gone up, this is good progress - the remaining 4 will be quicker and easier
        i. UPDATE: More work needs to be done on the floor before - DONE!!!
33. Accessible entrances
    a. Applying for hardship waiver on both entrances; we need one more update on the report from Josh and then the app waiver will go in
34. Elevator
    a. Add plexi to protect the public from loss of digits

COMMITTEE MEMBERS:

1. Brad Brown
2. Andy Kaden
3. John Sullivan
4. Suzanne Couture
5. Judy West
6. Benjy Young
7. Ricky Weisbroth
8. David Fought
9. Robert Rust
10. Lizzy Spicuzza
11. Marc Martin
12. Michael Rauner
13. Bruce Bigelow

IN ATTENDANCE:

1. Julie P
2. Jan S
3. David F
4. Bruce B
5. Suzanna C
6. Todd H
7. Andy K
8. Sue S
9. Robert R
10. Lizzy S
11. Micahel R
12. Brad B

LONGER-TERM ITEMS:

- Shell Project
    - South main roof needs total replacement
        i. FAC reserve is $419k, slated to add $8500/month (long term maintenance) so $520k+ by end of 2024; Shell reserve added $11,250/month to Shell
        ii. Ideally reroute roof drain that comes down on Mariposa (and at the moment diverts to center courtyard) to drain into Mariposa
            1. Document drains added during road work
        iii. Getting quote week of May 13, 2024

            1. In 2020 we got a $500k quote for this, we'll see how much it has gone up
                a. Does this include moving deck and garden: -> quote will include how much it will cost to have the contractors move all the stuff
            2. We may want to explore a loan for this job
        - Emergency response generator for propane vs solar
        - 100 roof is also leaking into Jonah and Michael R's space
- Retaining wall in northern lot
- EV charging stations
- Get more clear as-built floor plan with plumbing and electrical circuit details (Bruce and Alan may have some old versions of this)
- Boiler circulating pipes - maybe this summer we can remove from circulating pipes
    - Judy's contact for contractor who works with the city
        i. Annuzzi Concrete Service: https://www.thebluebook.com/iProView/896848/annuzzi-concrete-service-inc/subcontractors/locations-contacts/
- New meters for all units (or units going forward) that track time of use / have PAC finance getting everyone on meters

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